

Attention Grant Reviewers Needed

The Michigan Department of Education administers early childhood grant programs. Professionals in the field are needed to read and evaluate the **William F. Goodling Even Start Family Literacy** grant proposals. This is a volunteer opportunity which often provides grant writing insight into the review process. Copies of proposals are mailed to reviewers approximately two weeks before the review session. The William F. Goodling Even Start Family Literacy review session is scheduled for April 20, 2007. **Grant reviewers must attend the review session.** **To avoid conflict of interest, please do not apply to read grants for which your district/agency is applying.** If you are able to be a reviewer, please complete and return this form to the address below no later than March 14, 2007. MDE staff will contact you if you are selected to be a reviewer. A grant reviewer telephone conference call/training will be offered Monday, April 2, 2007 at 11:00 a.m. Additional information will be included in your mailing if you are selected as a reviewer.

I would like to be a grant reviewer for the Even Start Family Literacy Program on:

☐ Friday, April 20, 2007 at the John A. Hannah Building, Lansing

PLEASE TYPE OR PRINT

Name			
Agency/District			
The federal legislation requires particular make-up of review teams. Please check the category of your expertise:			
<input type="checkbox"/> Adult Education		<input type="checkbox"/> Early Childhood Education	
<input type="checkbox"/> Implementation of a family literacy program		<input type="checkbox"/> Other:	
<i>Please provide the street address that should be used when we ship the proposals. Proposals will be shipped UPS Overnight and will arrive approximately two weeks prior to the date of the review session listed above.</i>			
Address	(DO NOT USE PO BOX #)		<input type="checkbox"/> Home <input type="checkbox"/> Work
City, State, Zip			
Telephone		FAX	
<i>Are there other telephone numbers you wish to provide (such as home or cell)?</i>			
E-Mail Address			
Special dietary or assistance needs			

Please keep one copy of this form and mail or fax the second copy to:

Michigan Department of Education
Office of Early Childhood Education and Family Services
P.O. Box 30008
Lansing, MI 48909
FAX: (517) 335-0592

Thanks for your help! If you have any questions, you may call (517) 373-8483.